BOARD OF DIRECTORS

OF

KANAWHA COUNTY PUBLIC LIBRARY

MINUTES OF MEETINGS

JANUARY 8, 1937 - SEPTEMBER 8, 1939

CHARLESTON, WEST VIRGINIA

Digitized by the Internet Archive
in 2023 with funding from
Kanawha County Public Library

https://archive.org/details/minutesjanuary8104kana

C-14

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

January 8th, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on January 8th, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Mrs. Weimer
Mr. Robertson
Dr. Wood
Miss Staunton
Mrs. W.E.Clark
Mr. W.E.Connell
Mr. F.L.Teal

Mr. Ray, the Chairman, presided.

The minutes of the meeting of December 4th were read, corrected and ordered filed.

It was resolved by the Board that an extract be made from the minutes consisting of the tributes paid to Mr. Laidley by those members present, and that this extract be sent to Mrs. Laidley.

The Chairman called for the Librarian's report; which report was read, accepted and ordered filed, and the Librarian was directed to submit her report in full to the newspapers for publication.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No. 10), and Mrs. Clark moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and adopted.

At the suggestion of Miss Staunton that the Secretary write a note of sympathy to Miss Keeney, the bookmobile librarian, upon the death of her mother, the Chairman ordered it so done and shown upon the minutes of the meeting.

The Chairman stated that the Librarian had expressed a desire that the regular monthly meetings of the Library Board be held on the first Friday of the month instead of the last, for the reason that the Library report is rather old the following month. After a discussion of the matter, Miss Staunton moved that the regular monthly meeting of the Library Board be held on the first Friday of each month instead of the last Friday. The motion was seconded and unanimously carried.

The Chairman asked that the Librarian have copies made of the annual report of the Bookmobile Librarian and that a copy be sent to each member of the Board.

Upon motion, the meeting adjourned.

John Ray
President

A. L. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

February 5th, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on February 5th, 1937, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray, Chairman
Miss Staunton
Mr. Teal

A quorum not being present, the meeting adjourned.

A. L. Collins
Secretary

J. Shull Ray
Chairman

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

March 5th, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on March 5th, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Mr. Robertson
Mrs. Clark
Dr. Wood
Miss Taylor
Mr. Teal

Mr. Ray, the Chairman, presided.

The minutes of the meeting of January 8th were read, approved and ordered filed.

The Chairman called for the Librarian's report; which report was read, accepted and ordered filed, and the Librarian was directed to submit her report in full to the newspapers for publication.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No. 11) and Mrs. Clark moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and adopted.

The Librarian recommended that Mrs. Smithy, who has worked at the Library nine years, be put on full time, and that the salaries of the assistants which were cut during the depression be restored to at least their original figure.

The Chairman suggested that the Librarian make a report in writing to the Board of what she wants and the Board will refer it to the Budget Committee.

The Chairman stated that he thought the Book Committee should meet twice a month.

Mrs. Clark moved that the House Committee be authorized to purchase two containers for trash on the lawn.

The motion was seconded by Mr. Robertson and carried.

There being no further business, on Motion, the meeting adjourned.

John Ray
Chairman

A. B. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

April 2nd, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on April 2nd, 1937, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Dickinson
Mrs. Weimer
Mr. Robertson
Dr. Wood
Mr. Dayton
Miss Taylor
Mrs. Clark

In the absence of Mr. Ray, Mr. Dayton took the chair.

The minutes of the meeting of March 5th were read, approved and ordered filed.

The Chairman called for the Librarian's report; which report was read, accepted and ordered filed, and the Librarian was directed to submit her report in full to the newspapers for publication.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No.12), and Mr. Robertson moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and adopted.

Mr. Dayton, speaking for the Book Committee, said that the money allowed for books is entirely spent.

In accordance with the Chairman's request at the last meeting, the Librarian submitted a written report listing some of the most necessary requirements of the Library. After reading the report to the members present, Mr. Dayton suggested that this report be held until the meeting of the Budget Committee, at which time this report will be submitted.

The Librarian submitted a proposed lease from Gaylord Bros. to the Library, under the terms of which the Library will lease the charging machine from Gaylord instead of purchasing it. After a discussion by the members, Mr. Dayton moved that the matter be referred to Mr. Ray and the Librarian. Dr. Wood seconded the motion, which was carried.

There being no further business, on motion, the meeting adjourned.

Chairman pro tem

A. L. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

May 7th, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on May 7th, 1937, at 1:30 P.M. Daylight Saving Time, in the office of the Librarian.

Members present:

Mr. Ray
Mr. Zogg
Mr. Robertson
Miss Taylor
Mrs. Rummel
Mr. W.E. Connell

Mr. Ray, the Chairman, presided.

The minutes of the meeting of April 2nd were read, approved and ordered filed.

The Librarian read her annual report. The Chairman directed the Secretary to forward a copy of this report to each member of the Board.

Mr. Ray stated that as the by-laws provide that the annual meetings shall be held the last Friday in May, he was directing the Secretary to notify the members that the annual meeting will be held on May 28th.

Mr. Robertson moved that the Budget Committee include in its recommendations for the coming year sufficient money to provide for a new children's room, a reference room and a reference librarian. The motion was seconded and carried.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of bills No.13), and Mr. Connell moved that the supply bills be approved by the Library Board and Miss Taylor moved that the book bills be approved by the Library Board, and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and carried.

The Chairman stated that he would look into the matter of the lease of the charging machine from Gaylord Brothers and discuss it with the Librarian.

The Chairman also asked that the Librarian send a copy of her recommendations which she submitted at this meeting, as requested, to each member of the Board for his consideration.

There being no other business, the meeting, on motion, adjourned.

A. L. Collins
Secretary

John Ray
Chairman

The Annual Meeting of the Board of Directors of Kanawha County Public Library called for May 28th, 1937, was postponed because of Mr. Ray's inability to be present.

Minutes of the Postponed Annual Meeting

of the

Board of Directors

of

Kanawha County Public Library

June 4th, 1937.

The Board of Directors of Kanawha County Public Library met June 4th, 1937, at 1:30 P.M. Daylight Saving Time, in the office of the Librarian.

Members present:

Mr. Robertson
Miss Staunton
Miss Taylor
Mrs. Clark
Mr. Mathews
Mr. Zogg

In the absence of Mr. Ray, Mr. Robertson took the chair.

The minutes of the meeting of May 7th were read, approved and ordered filed.

The Chairman called for the Librarian's report for the month, which report was read, accepted and ordered filed, and the Librarian was directed to submit her report in full to the newspapers for publication. She was also directed to submit her annual report, which was read at the last meeting, in full to the newspapers for publication, and also to send a copy to the Board of Education.

The Librarian submitted the bills (List of bills No.14), which had not yet been approved by the proper committees. Miss Staunton moved that as soon as these bills were o. k'd by the Book Committee and the Finance Committee that they be forwarded to

the Board of Education for approval and payment. The motion was seconded and carried.

Mr. Zogg moved that the Budget Committee be instructed to forward the budget to the School Board for its approval. The motion was seconded and carried.

Mr. Robertson stated that nominations were in order for President, Vice-President and Secretary.

Mr. Zogg nominated Mr. Ray for the office of President. There were no other nominations, and, a vote being taken, Mr. Ray was declared elected President for the ensuing year.

Miss Staunton nominated Mr. Connell for the office of Vice-President. There were no other nominations, and, a vote being taken, Mr. Connell was declared elected Vice-President for the ensuing year.

Miss Taylor nominated Miss Collins for the office of Secretary. There were no other nominations, and, a vote being taken, Miss Collins was declared elected Secretary for the ensuing year.

Miss Taylor moved that the Librarian, Mrs. von Schlechtendal, and her staff, consisting of Miss Quarrier, Miss Mosser, Miss Kennedy, Mrs. Miner, Mrs. Smithy, Miss Collins, Mr. Simmons, Miss Keeney and Mr. Wren, and Mrs. M. L. White, Librarian at Crescent Center Library, be re-appointed for the ensuing year. The motion was seconded and carried.

Mr. Zogg moved that the salaries of the Librarian and her assistants be restored to their original figure before the depression, and that this recommendation be made to the Budget Committee; and also

that Mrs. Mary Cargill Smithy be given a full-time position. The motion was seconded and carried.

There being no further business, the meeting, on motion, adjourned.

A. L. Collins
Secretary

S. W. Robertson
Chairman pro tem

Annual Report of the Librarian of
Kanawha County Public Library
Charleston, W.Va.
May 7th, 1937.

This is the close of the 28th year of service of the Public Library. Opening in June, 1909, with a few hundred books and one librarian, it has grown continuously with the years and now has approximately 40,000 volumes and nine librarians to minister to the needs of people "looking for a book" or to assist in their research work.

Circulation:

132,669 volumes were loaned for home use. At the Main Library 78,645 were loaned in the adult department, and 27,778 in the Boys' & Girls' Library - a total at the Main Library of 106,423. The bookmobile loaned 22,270, and Crescent Branch Library 3,976.

In the adult department

Books not returned	135	
Books worn out	432	
Withdrawals in adult department		567

In the Boys' & Girls' department

Books not returned	207	
Books worn out	210	
Withdrawals in Boys' & Girls' department		417
Total withdrawals		984

Book collection:

3,249 books have been accessioned this year; 2,257 for the adult department; 425 for the Boys' & Girls' library, and 157 for Crescent Branch Library, and 410 were gifts. This does not include several hundred books which have been received, but which are not yet available on the shelves. The picture collection, a valuable asset to the Library, especially to the teachers of the County and City, has been at a stand-still this year, for lack of some one to do the necessary cutting and mounting of pictures. An interesting group of books acquired this year were:

Garden Dictionary - Norman Taylor.
The Garden Encyclopedia - ed. by E.L.D.Seymour
A Guide to Wild Flowers - Norman Taylor
Wild Gardens of New England - Walter P.Eaton
Adventures with Hardy Bulbs - Louise Beebe Wilder
The Window Garden - Mrs. B.R.Buxton
The Tropical Garden - Kuck & Tongg
A Guide to Trees - C.C.Curtis
Our Friends the Trees - P.G.Cross

Borrowers:

The records show 1917 new borrowers for this year and 378 were re-registered in the adult department; 646 new borrowers in the Boys' & Girls' department and 20 re-registered. On the bookmobile there were 365 new borrowers listed; making a total of 2,928 new borrowers for the fiscal year ending April 30th, 1937.

Boys' & Girls' department:

During the time that the schools are in session, this department is open four hours daily, excepting Sundays. On Saturdays, school holidays and the summer months, the room remains open for six hours daily.

During the summer of 1936 this Library conducted a Book Club for the boys and girls. At the end of the summer diplomas were given to 11 boys and girls who had read and reported upon ten books each. In Book Week, in November, the Department had a Name Contest in which boys and girls were given names of characters from books. Awards of books were given to those who had the largest number of correct answers as to what books the characters were taken from.

An increasing number of younger children have been using the Library this year, and a large number of easy reading books have been added for their use. Rural teachers have borrowed books in quantities for their pupils. Books from this Department have been used both summer and winter by students of Juvenile Literature in the 3 colleges.

Book lists on special subjects, and lists for children of different ages have been given to parents, teachers and children. Stereoptican pictures continue to be used daily.

Extension Service:

The schedule for the bookmobile includes 30 stops. Saturday

mornings and Wednesday afternoons are spent in the Library restocking and doing clerical work, making a total of forty hours per week. Six new stops have been added to the schedule. These are: a third stop in St. Albans. Midway School (on Campbell's Creek), Ward, Eskdale, Sharon, and a second stop in Dunbar.

The monthly circulation has been:

May	1505
June	1718
July	2147
August	1825
September	1716
October	2146
November	1900
December	1823
January	1572
February	1742
March	2167
April	2009
Total circulation	22,270

The number of new borrowers from May, 1936, to May, 1937, has been 365. This makes a total number of 1867 borrowers.

Reference:

The reference books are the best obtainable, and when they are more conveniently assembled, bringing the many collections together, a far better service can be given.

An effort was made this year to keep a statistical record of requests for reference books which are kept at the desk and in other collections, exclusive of the use of those on the open shelves. The request cards show that technical books took the lead, chemical books a close second, and books on West Virginia third.

The Main Library subscribes to 85 magazines, which are largely used for reference. Those indexed in the Readers' Guide and Industrial Arts Index are mostly bound and form a permanent file for reference work. The business and technical magazines are used by engineers, chemists, employees of the building trades and workers in various industrial plants in this vicinity. The chemical and engineering magazines are the most polular in this group. Other magazines may be grouped into popular and literary ones. The popular ones are most often read, such as "Time", "Collier's", "Literary Digest", "Ladies' Home Journal", etc. The Library subscribes to twelve newspapers, the two local newspapers and ten out-of-State papers. It is regrettable that the Library does not have a newspaper file to preserve

the more valuable ones for reference. Space does not permit an accumulation of papers exceeding 14 days. Gift magazines and newspapers are received regularly; twenty gift magazines and five newspapers.

Cataloging:

The work of cataloging books is one of the most important branches of Library service. In this department books are classified for the convenience of finding them readily on the shelves and of keeping allied subjects together. Index cards are made for each book, three cards for every book, and many books frequently require more than three cards, to definitely bring out subjects of books and to make the card-index a real key to the treasures of the Library.

Mending department:

This Department keeps an accurate record of all books recased (which is the Library method of binding); difficult and easy mending; titles added to books, when the original ones are obscure from use - and new ones added when new spines are put on books. It is here that all books are made ready for the catalogers - book-plates, rules and pockets are pasted in books and accession numbers given.

Recased books	641
Easy mending	2461
Classification numbers	417
Books cleaned	369

List of people giving books, etc. this year:

Mrs. Walter Wood
Columbia University
Firestone Tire & Rubber Co.
Mrs. W.E.Chilton
Mrs. Preston McClanahan
Dwight Goddard
Mrs. Peg Maxwell
Mrs. Montague Blundon
R. A. Schwartze
Social Security Board
Triple State Electric Company, City
Japan Society, New York City
J. L. Kiplinger
J. G. Bradley, Dundon, W.Va.
J. B. Murray, Yonkers, N.Y.
Knights of Columbus, City
Nicolas Sanabrid, Inc.
Mrs. Duncan Bruce

Young people of the Luther League of St. Paul's Lutheran Church.
Mrs. Harry Porter
Dr. and Mrs. Ralph Merry
Co-operative Study Group
Misses Mary, Elizabeth and Agnes Evans
Royal Hungarian Consulate, Cleveland, Ohio
Rev. John W. Hoyt, Pittsburgh
S. D. A. Home Missionary Society
Mrs. Morgan Owen
Inter-Collegiate Football Association of America, St.Paul, Minn.
J. A. deGruyter
Miss Elizabeth Knight
Mrs. Muriel Porter
M.H.F.Kinsey
Trustees of Brookgfeen Gardens, Brookgreen, South Carolina.
Stephen Foster Foundation, Bardstown, Ky.
Alexander Legge Memorial Committee
Dr. Roy Bird Cooke
D. Adallis, Williamson, W.Va.
National Council of American Shipbuilders
Miss Katie Belle Abney
Road Commission of West Virginia
Mrs. Ernest Merrill
E. L. Boggs
Edwin Allen Company, Chicago, Ill.
Charles Lively
A. F. Foy
Miss M. Callaghan
Cincinnati Woman's Club, Cincinnati, Ohio.
Miss Eugenia Bibby
Belgian Consulate, New York City.
Certified Dry Mat Corporation, New York City
Blamey Stevens

Respectfully submitted,

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

July 2nd, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on July 2nd, at 1:30 P.M. Daylight Saving Time, in the office of the Librarian.

Members present:

Mr. Ray
Mr. Robertson
Dr.Wood
Miss Taylor
Mrs. Rummel
Miss Staunton

Mr. Ray, the Chairman, presided.

The minutes of the postponed annual meeting of June 4th, were read, approved and ordered filed.

The Chairman called for the Librarian's report; which report was read, accepted and ordered filed, and the Librarian was directed to submit her report in full to the newspapers for publication.

Mr. Robertson moved that the salaries of the personnel for the year be made as follows, subject to the approval of the Board of Education:

Mrs. Von Schlechtendal	2100.00
Miss Collins	1440.00
Miss Quarrier	1440.00
Mrs. Miner	1440.00
Miss Mosser	1440.00
Miss Kennedy	1440.00
Miss Keeney	1440.00
Mrs. White	750.00
Mrs. Smithy	1200.00
Willard Wren	1200.00
Robert Fitz Simmons	1080.00
William Foy	1500.00

Motion seconded and carried.

Mr. Robertson moved that the report of the Budget Committee be accepted by this Board and that it be submitted to the Board of Education with the recommendation of this Board that the amounts specified therein be allotted to the Library during the coming year. The motion was seconded and carried.

The Librarian submitted the bills (List of bills Nos. 14 and 15), which had been approved by the proper committees. Miss Staunton moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and adopted.

There being no further business, the meeting, on motion, adjourned.

A. L. Collins
Secretary

Chairman

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

August 6th, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on August 6th, 1937, at 1:30 P.M. Daylight Saving Time, in the office of the Librarian.

Members present:

Mr. Ray
Mr. Robertson
Mrs. Rummel
Miss Taylor
Mr. Dayton
Mr. Mathews

Mr. Ray, the Chairman, presided.

The minutes of the meeting of July 2nd, were read, approved and ordered filed.

The Chairman called for the Librarian's report; which report was read, accepted and ordered filed, and the Librarian was directed to submit her report in full to the newspapers for publication.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of bills No. 16), and Mr. Robertson moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and carried.

Mr. Robertson moved that the Librarian take up with the Chairman of the Budget Committee the matter of the purchase of additional shelves for the stackroom. The motion was seconded and carried.

A letter from Mrs. White, Librarian at Crescent Center, asking for additional salary, was presented. The Chairman referred the same to the Budget Committee.

Upon Motion of Mr. Dayton, duly seconded and carried, the following resolution was adopted:

> "BE IT RESOLVED BY THE BOARD OF KANAWHA COUNTY LIBRARY - We learn with deep regret the passing of Mr. E.L.Cox, of Parkersburg, West Virginia. He was for many years in close contact with the Library, and his sympathetic interest and advice has been of great value. A man of deep culture, of most comprehensive bibliographical knowledge, we will greatly miss his assistance and advice."

A copy of said resolution was directed to be sent to Miss Winifred Cox, of Parkersburg, sister of Mr. E. L. Cox.

There being no further business, Upon Motion, duly seconded, the meeting adjourned.

Chairman

A. L. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

September 3rd, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on September 3rd, 1937, at 1.30 P.M. Daylight Saving Time, in the office of the Librarian.

Members present:

Mr. Ray, Chairman
Mr. Robertson

A quorum not being present, the meeting adjourned.

Chairman

A. L. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

October 1st, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on October 1st, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Mr. Dickinson
Dr. J. A. Wood
Mr. Dayton
Miss Taylor
Mr. Mathews
Mrs. Rummel
Mrs. Clark
Mr. Connell
Mrs. Irvin Murray
Judge H.A.Ritz

Mr. Ray, the Chairman, presided.

The minutes of the meeting of August 6th were read, approved and ordered filed.

The Chairman called for the Librarian's report; which report was read, accepted and ordered filed, and the Librarian was directed to publish such portions as she might deem desirable.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No.17) and Mr. Dayton moved that the bills be approved by the

Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and carried.

The Librarian stated that the additional shelves for the stackroom asked for at the last meeting, had been ordered, but not received.

Two of the new members of the Board were present - Judge Ritz, who was elected to Mr. C. A. McCarthy's place, and Mrs. Irvin Murray who was elected to the place left vacant by the death of Mr. Clifford Myers. The third member, Mr. Flinn, who was elected to the place held by Mr. Teal, was unable to be present. Mr. Ray said that he knows that Judge Ritz will be a valuable member of the Book Committee and that Mrs. Murray will be able to assist in giving publicity to the Library's activities.

Miss Staunton, Mrs. Frankenberger and Mr. Connell were appointed for additional terms of six years.

After a discussion of the proposed Library changes, which were approved by the Board of Education at its meeting on September 29th, Mr. Dayton moved that there be appointed a Special Committee of Alterations, to consist of Mr. Ray as ex officio chairman of the Committee, and the other members to be members of the Building and Grounds Committee, said Special Committee to have complete authority and charge of the alterations. Judge Ritz seconded the motion, which motion was carried.

The Librarian announced that the West Virginia Library Association meeting will be held on November 26th and 27th.

The Librarian stated that Mrs. Miner, the Children's Librarian, had expended $6.23 for gymnasium rental and a picnic for the boys and girls who had completed the reading course of the Book Club. The picnic was held at the St. Matthews gymnasium on South Hills. Dr. Wood moved that Mrs. Miner be re-imbursed. The motion was seconded and carried.

On motion of Mr. Dayton, duly seconded, the meeting adjourned in order to hold an informal meeting in which the proposed changes would be further discussed.

A. B. Collins
Secretary

Chairman

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

November 5th, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on November 5th, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Mr. Dickinson
Mrs. Rummel
Judge Ritz
Dr. Wood
Mr. Connell

Mr. Ray, the Chairman, presided.

The minutes of the meeting of October 1st, were read, approved and ordered filed.

The Chairman called for the Librarian's report, which report was read, accepted and ordered filed, and the Librarian was directed to publish such portions as she might deem desirable.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No. 18), and Judge Ritz moved that the bills be approved by the Library Board, and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and carried.

Mr. Connell, Chairman of the Special Committee of Alterations, reported that progress is being made in the plans for changes in the Library. A general discussion of the proposed alterations followed.

Mr. Ray presented a letter, dated November 2nd, received from the Board of Education, informing him that the Budget in the amount of $34,500., which had been adopted at the meeting of the Board of Education September 29th, had been changed to read, at their meeting of September 30th, $34,500 for Kanawha County Public Library and Garnet Library; that after deducting $5,000 allowed the Garnet Library $29,500.00 would be left for the Kanawha County Public Library, and that the $5,000.00 improvement item is included in this sum. Mr. Ray said he would look into the matter and see what could be done.

Mr. Ray stated that Mr. John Staehlin, who was present, had been writing library articles for the Charleston Gazette for the last few weeks, and that they have been most valuable.

Mr. Dickinson moved that the Board express to Mr. Staehlin its appreciation of the articles written about the Library. The motion was seconded and unanimously carried.

On Motion, the meeting adjourned.

John Kay
Chairman

A. L. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

December 3rd, 1937.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on December 3rd, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Mr. Robertson
Mrs. Frankenberger
Mr. Flinn
Mr. Dayton

Mr. Ray, the Chairman, presided.

The minutes of the meeting of November 5th were read, approved and ordered filed.

The Chairman called for the Librarian's report; which report was read, accepted and ordered filed, and the Librarian was directed to publish such portions as she might deem desirable.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of bills No.19) and Mrs. Frankenberger moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and carried.

The Librarian stated that Miss Ruth Keeney, the Bookmobile Librarian, had handed her a copy of her resignation which she had sent to Mr. Virgil L. Flinn, Superintendent, Kanawha County Schools, said resignation to take effect January 1st, 1938.

Mr. Dayton moved that a special committee consisting of Mr. Robertson, as Chairman of the Library Service Committee, in conjunction with Mr. Flinn and Mrs. Von Schlechtendal, be chosen to find a new bookmobile librarian, with authority to act, with the recommendation that the driver and librarian be combined in one position.

The motion was seconded and carried.

There being no further business, upon motion, the meeting adjourned.

Chairman

A. B. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

January 7th, 1938.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on January 7th, 1938, at 1:30 P. M. in the office of the Librarian.

Members present:

Mr. Ray
Mr. Dickinson
Mrs. Rummel
Miss Staunton
Mr. Connell
Mr. Flinn

Mr. Ray, the Chairman, presided.

The minutes of the meeting of December 3rd, were read, approved and ordered filed.

The Chairman called for the Librarian's report; which report was read, accepted and ordered filed, and the Librarian was directed to publish such portions as she might deem desirable.

The Librarian stated that Mr. Robertson, Chairman of the Special Committee appointed to employ a bookmobile librarian, had notified her that he had seen Willard Wren, bookmobile driver, and that he had told him to take the position. He recommended an advance of $25.00 or $30.00 in his salary. Mr. Flinn, member of

the Special Committee, stated he had also talked with Willard Wren and had told him to act as bookmobile librarian.

The Chairman stated that the matter of salary would be left to Mr. Robertson and Mr. Flinn, and a discussion would follow at the next meeting.

The Secretary read a letter to the Librarian from Miss Hanson, Local Director of Girl Scouts of Kanawha County, stating that the Girl Scouts had not vacated their rooms before November 19th because the notice was not received until November 17th.

Mr. Flinn moved that the letter be filed. The motion was seconded and carried.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No. 20), and Miss Staunton moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and carried.

There being no further business, the meeting, on motion, adjourned.

John Kay
Chairman

A. L. Collins
Secretary

No meeting was held in February, 1938, while the work was in progress on the Library building.

Minutes of Meeting of Board of Directors

of

Kanawha County Public Library

held on

March 4th, 1938.

At the monthly meeting on March 4th, 1938, the roll was called and the following members were present:

Mr. Ray, Chairman
Mr. Flinn
Mrs. Weimer

Mr. Ray, the Chairman, presided.

A quorum not being present, on Motion, duly made and seconded, the meeting adjourned.

John Ray
Chairman

A. L. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

April 1st, 1938.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on April 1st, 1938, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Mrs. Weimer
Mr. Robertson
Mrs. Clark
Mrs. Murray
Mr. Mathews
Dr. Wood
Mr. Flinn

Mr. Ray, the Chairman, presided.

The minutes of the meeting of January 7th, were read, approved and ordered filed.

The Chairman called for the Librarian's report; which report was read, accepted and ordered filed, and the Librarian was directed to publish such portions as she might deem desirable.

Mr. Robertson reported that the Special Committee had decided that Willard Wren, the bookmobile librarian, should have an advance of $25.00 in his salary, and that this advance went into effect in January.

Upon motion of Dr. Wood, duly seconded, this advance in salary was approved and confirmed.

Mr. Ray stated that the members of the Board had been, or would be, made parties defendant to a friendly suit brought in connection with the proposed sale by the Board of Education of the lot on Kanawha Street which was heretofore purchased as a site for the

library. After a discussion of the matter, Mr. Robertson moved that the following resolution be adopted by the Library Board:

"RESOLVED, that the Library Board take no action as a Board to oppose the sale of the property on Kanawha Street by the Board of Education."

The motion was seconded and carried.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No.21), and Mrs. Clark moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was duly seconded and carried.

Mr. Robertson moved that the following tribute to George Summers Laidley, prepared on behalf of the Board by Mr. Mathews, be spread upon the minutes of this meeting, and a copy of it be sent to Mrs. Laidley, and that copies of it be released to the press:

GEORGE SUMMERS LAIDLEY

March 13, 1855 March 6, 1938.

When George S. Laidley on December 4, 1936, retired as President of the Kanawha County Public Library Board in so mandatory a way there was no alternative to its acceptance, the Board entered of record in its minutes an appraisement of his public services and notable career which was supplemented by encomiums on the part of various members. With characteristic modesty he disclaimed so much praise and remarked that the Board had "put it on too strong." Nevertheless the evaluation was history and related for the most part to the public library of which he was one of the founders, the managing director and the first President, serving for twenty-seven years. It is a source of satisfaction to the Board that such action on the part of his colleagues showed in his lifetime that his great and effective labors were recognized and gratefully appreciated not only by his associates but also by the general public.

No reference was made or needed to his Masonic achievements or to his two years in law practice although his legal knowledge stood him in good stead in his various undertakings in private business, building and loan work and other financial promotions. His indomitable energy and constant industry were equal to such extra tasks.

When on Sunday, March 6, 1938, it was announced that Professor Laidley had departed this life, so abundant to him in honors and good works, the members of this Board sincerely felt they had lost a real friend. Likewise they felt they

were bidding farewell to a friend of all the men, women and children with whom he had come in contact in the many years' tenure of his major office, that of Superintendent of the Charleston Public Schools for thirty-nine years. It was further attested by his pioneer and sustained interest in the Y.M.C.A., Boy Scouts, Anti-Tuberculosis League, Community Chest and other eleemosynary institutions. But his work and influence will long abide.

Especially by the departure of this kindly, courteous, affable, beloved gentleman our members have suffered a distinct personal loss and pause to place upon his bier a flower of memory and let fall upon his grave a tear of love."

The motion was seconded by Mr. Flinn, and, a vote being taken, the motion was unanimously carried.

The Chairman reported that McFadden Ignition Company had offered to instal a teletalk intercommunicating system, consisting of 4 desk model intercommunicating units, to be installed at the main charging desk, in the Librarian's office, in the work room and in the children's library room, respectively, at a cost of $287.50, to be paid in monthly instalments of $15.00 each, the said price of $287.50 to cover the entire cost of all equipment and all installation costs.

On Motion, duly made, seconded and adopted the Librarian was authorized to purchase the said teletalk intercommunicating system from the McFadden Ignition Company.

On Motion, duly seconded, the meeting adjourned.

A. E. Collins
Secretary

John Kay

Minutes of Annual Meeting of Board of Directors

of

Kanawha County Public Library,

May 27th, 1938.

At the Annual Meeting on May 27th, the roll was called and the following members were present:

Mr. Ray
Mr. Connell
Mr. Robertson
Dr. Wood

Mr. Ray, the Chairman, presided.

A quorum not being present, on Motion of Mr. Connell, seconded by Dr. Wood, the Annual Meeting was adjourned to Friday, June 3rd at 1:30 P.M., in the office of the Librarian.

A. L. Collins
Secretary

John Ray
Chairman

Minutes of the Adjourned Annual Meeting

of the

Board of Directors

of

Kanawha County Public Library,

June 3rd, 1938.

The adjourned Annual Meeting of the Board of Directors of Kanawha County Public Library was held on June 3rd, 1938, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Mrs. Weimer
Mr. Robertson
Mr. Mathews
Miss Staunton
Mrs. Clark
Mr. Connell
Mr. Flinn
Mrs. Murray
Judge Ritz

Mr. Ray, the Chairman, presided.

The minutes of the meeting of April 1st, were read, approved and ordered filed.

The Chairman called for the Librarian's report. The Librarian read her annual report.

Judge Ritz moved that the Librarian's report be filed as a part of the minutes of the Annual Meeting of the Library Board, and a copy thereof transmitted to the Board of Education, and to each member of the Board individually, and to each member of the Library Board, and that the Librarian submit such portions thereof, as she deems advisable,

to the newspapers for publication. The motion was seconded and carried.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No. 25), and Miss Staunton moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

The Chairman stated that the nominations for the offices of President, Vice-President and Secretary for the ensuing year were in order.

Judge Ritz moved that Mr. Ray be re-appointed to the office of President. The motion was seconded and carried, and Mr. Ray was unanimously re-elected to the office of President for the ensuing year.

Miss Staunton moved that Mr. Connell be re-appointed to the office of Vice-President. The motion was seconded and carried, and Mr. Connell was re-elected to the office of Vice-President for the ensuing year.

Mr. Robertson moved that Miss Collins be re-appointed to the office of Secretary. The motion was seconded and carried, and Miss Collins was re-elected to the office of Secretary for the ensuing year.

Judge Ritz moved that an increase of $10.00 a month be given to Mrs. M.L.White, Librarian at Crescent Center Library. The motion was seconded and carried.

The Budget Committee presented a report embodying the budget proposed for the ensuihg year, and the various items therein were discussed.

Judge Ritz moved that the report of the Committee be received and filed, that the Budget contained therein be approved, and that the President be directed to present to the Board of Education the said Budget for $32,000 for the ensuing year, with the further statement to the Board that this Board desires the privilege of further reviewing the Budget and filing an amendment later if it desires to do so. The motion was seconded and carried.

The Chairman stated that the terms of the three following Board members will expire on June 30th, 1938:

Mr. Virgil Flinn
Miss Anna Taylor
Dr. J.A.Wood

Judge Ritz moved that this Board recommend to the Board of Education the re-appointment of Mr.Flinn, Miss Taylor and Dr. Wood for a term of six years. The motion was seconded and carried,

There being no further business before the Board, the meeting, upon motion duly made and seconded, adjourned.

A. B. Collins
Secretary

Chairman

Annual Report of the Librarian of
Kanawha County Public Library,
Charleston, W.Va.,
1937-1938.

The year 1937-1938 was one of decided progress, not only in acquiring more space for readers and for books, but for the addition of many worth while books. With the reference room moved to the east side of the building, students and research workers may enjoy real quiet and can concentrate on their work. Much confusion is eliminated by having the charging desk away from the readers. The magazines and newspapers are in the west side rooms, and the readers seem to enjoy the change.

Circulation of books:

The circulation of books was more than last year. In the adult department non-fiction books circulated were 28,653, fiction 52,331, a total of 80,984. In the Boys' and Girls' department, non-fiction 8,076, fiction 20,774, a total of 28,850. At Crescent Library the total circulation was 5,121. The bookmobile loaned 21,483, making a grand total of 136,438. 761 pictures of the Library picture collection were loaned.

Reference Department:

The reference books, including bound magazines, and the Readers' guide to periodical literature, are now housed on the east side of the building. The magazines, a fertile field for research work, being more conveniently placed, are used a great deal more than formerly. The collection of Americana has been augmented by Harper's Weekly from 1857 to 1902; and "Forward March", a book on the American participation in the European War, 1917-1918. The collection of Shakespeariana was increased by the addition of the Bankside Shakespeare; this Shakespeare gives the 1600 and the 1623 editions in parallel columns for critical study. Two famous English magazines were acquired for this department, Punch from vol.1 published in 1841, through vol.190 published in 1926; and the Yellow Book, a quarterly, from 1894-1897.

Borrowers:

In the adult department there were - new borrowers	1,675
In the Boys' and Girls' department	656
On the bookmobile	269
A total of	2,600

Re-registered adults 343
Re-registered boys and girls 14
40 transient cards were issued.
44 members were lost by death and removal.

Visitors on Sunday afternoons totaled 2,528.

Addition of books:

Books added this year in the different departments, including bound magazines, were as follows:

In the adult department	1,860
In the Boys' and Girls' department	719
Crescent Library	445
Gifts received and accessioned	510
Total additions	3,534

The magazines added this year were:
"American Journal of Philology", and
"Modern Language Notes". Both are Johns Hopkins University publications.

172 books in the adult department were not returned, (only 18 of these books were paid for).
203 adult books were worm out.
The total withdrawals were 375 in the adult department.

70 books in the Boys' & Girls' department were worn out.

Total withdrawals, 445.

Boys' and Girls' department:

When school is in session, the Boys' and Girls' department is open four hours on school days and eight hours on Saturdays. During the summer it is open six hours daily.

Each summer this department conducts a Book Club for its members. The boys and girls plan and discuss their reading with the librarian, and read and report on a certain number of books. At the end of the summer certificates are given to those who have finished the required work.

During Book Week last November a number of book lists on various subjects were given to parents, teachers, children's workers and children themselves. Special attention was called to the worth while new books. The librarian continues throughout the

year to give lists of books as guides to information upon particular subjects, helps in suggesting important books and worth while material. These lists come from the American Library Association, other public libraries, school libraries, and other reliable sources. Many other lists are made by the librarian with the help of teachers and the above mentioned sources.

The library cooperates with Girl and Boy Scout workers, Sunday School teachers, the Recreational Committee of the W. P. A., and others working with children. The Recreational Committee gave two performances of marionette plays in the library last March and April.

The Library was closed from January 31st to February 5th while stacks and books were moved to the new room. Both the children and librarians enjoy the new quarters, with its increased shelf and floor space and good lighting.

It has been very helpful to have a second librarian on regular duty in this department. It is now possible for one librarian to leave the desk and give the boys and girls the help they need in the selection of their books.

Extension Service:

The schedule for the Bookmobile includes 26 stops. Saturday mornings and Wednesday afternoons are spent in the Library re-stocking and doing the clerical work, making a total of thirty-six hours per week. The following stops have been discontinued: Eskdale and Handley. One stop has been discontinued for the summer months only. The Bookmobile averages about 208 miles per week on 30 gallons of gasoline. New books are more in demand since the beginning of the Bookmobile. People are becoming more interested and therefore they ask for the very latest in reading material.

Total number of borrowers since the beginning of the Bookmobile extension service - 2,152.

Mending Department:

The work in the mending department is ceaseless. Books are repaired for torn and loose pages, many are sewed and re-cased with new "spines" added, and new titles and class numbers when required. The finished items in this department numbered 4,951.

This Library was the first in the State to instal a book-charging machine. It has proved to be a great boon, especially in the busy hours, and with this aid there cannot be any transposed figures or mistakes in charging.

The Library has been modernized this year by the installation of an intercommunication system connecting office, desk, work-rooms and childrens' room.

Cataloging Department:

The cataloging department necessarily is a very busy place, for here the books are classified, analyzed and sets of cards made for each book added to the library. This work requires concentration and the new rooms provided for this work are a decided help in this direction.

Books were given by:

Mrs. W. E. Chilton
J. A. de Gruyter
Miss Katie Belle Abney
Roy Collins
Mrs. Peg Maxwell
Mrs. Vail
H. S. Meldahl
Mrs. Montague Blundon
Hispanic Society of America
Mr. and Mrs. Bayard F. Ennis
W. E. Chilton, Jr.
Theodore H. Rice
Royal Hungarian Consulate, Cleveland, Ohio.
Mrs. George Sutherland
Ruth A. Jeffers
Mrs. James A. Rogers
Dr. and Mrs. Merry
Mrs. William Brewster
William G. Hubbard
Mrs. E. F. Joachim
Mrs. J. W. Wilson
Dr. Harry Rimmer
Pat Withrow
Nathan A. Smyth
H. W. Field
Mrs. Tom B. Davis
Dun & Bradstreet, Inc.

Dr. Roy Bird Cook
Mrs. Oscar Cartledge
Arnold Barnes
W. P. A. Historical Records Survey
Miss Elizabeth Knight
M. J. Williams
Miss Pearle Knight
Alan Greenspon
American Society of Chemical Engineers
Thomas' Register Publisher
Reynal & Hitchcock
United States Navy Department
Vivian Phelps
Mrs. S. P. Richmond
Mrs. J. R. Jones
Mrs. Malcolm Price
Mrs. C. M. Sangster
Rev. Z. B. Edworthy
Maurice J. Williams
Mrs. Abbie Needham
Rev. W. L. Kinsolving
E. Kampe
Mrs. A. Brownlow
Mr. Jay
Mrs. J. W. Herscher
Charleston Associatoon of Underwriters
Mrs. Charles Cohen
The Buhl Foundation, Pittsburgh, Pa.
Mrs. Fred Morrow
Frank Woeber
Ben Jolly
S. G. Cargill
Art Department Woman's Club - Art books.

Magazines were given by:

Charleston Chapter 151 United Daughters of the Confederacy
W. Va. State Department of Public Assistance
W. Va. Road Commission
Perennial Publications
Mrs. F. J. Whitman
W. E. Connell
Amos S. Deinard
Daughters of the American Revolution
Mrs. Ralph Merry
R. S. Ramkey
C. R. Conner

State Department of Education
Woman's Auxiliary Service League of St. John's Church
Episcopal League of Service Workers
Miss Virginia Cork
Mrs. G. H. Barksdale
Mrs. Benj. A. Caruthers

Flowers were given by: Miss Cora Hopkins; Members of the Library Staff; Miss Irene Smith, and Mrs. W. D. Sell.

Pictures were given by: Miss Laura May Haughwat and Miss Katie Belle Abney.

Respectfully submitted,

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

July 1st, 1938.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was called for July 1st, 1938, at 1:30 P.M. in the office of the Librarian.

Upon the roll being called, the following members were found to be present:

Mr. Ray, Chairman
Dr. Wood
Miss Staunton
Mr. Flinn

Mr. Ray, the Chairman, presided.

A Committee, consisting of Mrs. deGruyter, Mrs. Caruthers, Miss Mathews and Mr. John Norvell, representing the Woman's Kanawha Literary Society, was present to discuss the proposed tablet to be placed in the library by the Club. A quorum not being present, no action was taken, and the meeting was declared adjourned.

A. L. Collins
Secretary

John Ray
Chairman

No meeting was called for the month of August, 1938.

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

September 2nd, 1938.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was called for September 2nd, 1938, at 1:30 P.M., in the office of the Librarian.

Members present:

Mr. Ray, Chairman
Mr. Robertson
Judge Ritz

A quorum not being present, the meeting was declared adjourned.

John Ray
Chairman

A. C. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

October 7th, 1938.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on October 7th, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Mr. Robertson
Dr. Wood
Mr. Dayton
Miss Taylor
Mrs. Rummel
Mrs. Clark

Mr. Ray, the Chairman, presided.

The minutes of the meeting of June 3rd were read, approved and ordered filed.

The Chairman called for the Librarian's report, which report was read, accepted and ordered filed, and the Librarian was directed to publish such portions of it as she might deem desirable.

After a discussion of the lettering on the bookmobile, Mr. Ray asked the Librarian to take up with Mr. Flinn the matter of changing same.

Mr. Ray instructed the secretary to notify the committee representing the Woman's Kanawha Literary Club that the Board will be pleased to have them meet with it at its next monthly meeting to discuss the matter of the erection of a tablet at the Library.

The Librarian stated that the House Committee had ordered 2 dozen chairs. Mr. Ray asked that the Librarian take up with Mr. Tucker, the architect, the matter of putting a glass screen near the front doors to shut off the draft.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No. 26), and Dr. Wood moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

The Librarian stated that there was a possibility that the Kanawha Garden Club might offer to take over the care of the hedge, shrubs and planting of the Library grounds as a part of their civic works project. Mr. Dayton moved that the Board express their hope and gratitude to the Garden Club that it will do so. The motion was seconded and carried.

There being no further business, the meeting, on motion, adjourned.

A. E. Collins
Secretary

John W. Ray
Chairman

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

November 4th, 1938.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on November 4th, 1938, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Dr. Wood
Miss Taylor
Mrs. Rummel
Mr. Connell
Mr. Flinn
Judge Ritz.

Mr. Ray, the Chairman, presided.

The minutes of the meeting of October 7th, were read, approved and ordered filed.

The Chairman called for the Librarian's report; which report was read, accepted and ordered filed, and the Librarian was directed to publish such portions as she might deem desirable.

Mr. Connell stated that the work is progressing rapidly on the Kanawha Garden Club project.

After a discussion of the lettering on the bookmobile, Mr. Ray stated that when the bookmobile is next painted Mr. Flinn and the other members of the Board will decide upon the lettering to be placed on it.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No. 27), and Mr. Flinn moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

Mrs. Caruthers and Mr. Norvell, representing the Woman's Kanawha Literary Club, appeared before the Board to discuss the matter of the erection of a bronze tablet at the Library. Mrs. Caruthers gave a short account of the founding and history of the Library from the time it was started by the Club until it was taken over by the Board of Education. She told briefly the wording the Club would like to have on the tablet.

Judge Ritz offered the following motion:

> "Resolved, that the Woman's Kanawha Literary Club be requested to file an application in writing for permission to erect a bronze tablet in the Library Building, which application shall contain the legend to be placed on the tablet, the exact dimensions of the tablet and the exact spot in which it is desired to erect the tablet.
>
> "Resolved, further, that when said application is received that the Librarian cause copies of it to be made and forwarded to each member of this Board, with a notice of the meeting at which the question of erecting such a tablet will be considered."

The motion was seconded and carried.

The Chairman directed the Secretary to address a letter to the Club, to be handed to Mrs. Caruthers, with a copy of the motion of Judge Ritz.

There being no further business, the meeting, on Motion, adjourned.

A. B. Collins
Secretary

John Rays
Chairman

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

December 2nd, 1938.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on December 2nd, at 1:30 P.M. in the office of the Librarian.

Members present:

Mrs. Weimer
Mr. Robertson
Miss Taylor
Mrs. Rummel
Miss Staunton
Mr. Flinn

In the absence of the President and Vice-President, Mr. Flinn took the chair.

The minutes of the meeting of November 4th were read, approved and ordered filed.

The Chairman called for the Librarian's report, which report was read, accepted and ordered filed, and the Librarian was directed to publish such parts of it as she might deem desirable.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No.28) and Mr. Robertson moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

Mr. Flinn suggested that the Librarian confer with Mr. Tucker again regarding a screen to be placed near the front door of the Library.

After a discussion of the advisability of taking the bookmobile out on slick roads during the very bad days, it was decided that the bookmobile librarian should report to the Head Librarian who shall have the authority to decide the matter; when in doubt she may call upon Mr. Robertson or Mr. Flinn for advice.

The Librarian stated that a gift of magazines for the blind had been given to the library by Dr. Merry, of Morris Harvey College, and she suggested that these magazines be passed on to the Institution for the Blind at Romney after the Library is through with them. It was the concensus of opinion that these magazines should be sent to that Institution.

There being no further business, the meeting, on motion, adjourned.

Chairman pro tem

A. L. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

January 6th, 1939.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on January 6th, 1939, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Mrs. Rummel
Miss Taylor
Mr. Dickinson
Dr. Wood
Mrs. Murray
Mr. Robertson
Mr. Mathews

Mr. Ray, the Chairman, presided.

The minutes of the meeting of December 2nd were read, approved and ordered filed.

The Chairman called for the Librarian's report, which report was read, accepted and ordered filed, and the Librarian was directed to publish such parts of it as she might deem desirable.

Mr. Ray stated that he was anxious that the money allotted to the buying of books should be spent by May 1st.

Whereupon, Mr. Dickinson made the following motion:

"Whereas, there was appropriated $10,000 for the purchase of books during the fiscal year ending June 30th;
And, Whereas, there has been expended to date only $3,463.82 of that amount;
And, Whereas, unless books are purchased on or before May 1st, a considerable part of said fund will be lost;
Resolved, that the Book Committee make purchases

necessary to spend all of said fund within said period; and,
Resolved further, that a copy of this resolution be sent to each member of the Book Committee."

The Motion was seconded and carried.

Mr. Ray directed the secretary to send each member of the Boo Committee a copy of the above motion.

Mr. Ray suggested that a graph be made by the Librarian which will show the circulation each month.

The Librarian stated that in view of the mildness of the wint she thinks the Library can get along very well without a screen at the front door.

After a discussion of the advisability of having the Kanawha College chemical laboratory moved from the Library building, Mr. Robertson moved that Kanawha College be advised that the chemical laboratory in the basement of the Library building must be moved from the Library building not later than the beginning of the second term of the college year. The motion was seconded and carried.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of bills No. 29), and Dr. Wood moved that the bills be approved by the Library Board, and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

The secretary read a letter to the Board from Mrs. Alice T. Caruthers, Chairman of the Committee of the Woman's Kanawha Literary Clu filing application for permission to erect a tablet in the Library build in accordance with the motion offered by Judge Ritz at the last meeting. She also submitted a card with wording for the proposed plaque.

Mr. Ray directed the secretary to send a copy of the resolution, a copy of the letter, and a copy of the legend on the proposed plaque to each member of the Board, with a notice that the question of erecting such a tablet shall be voted on at the next meeting, and asking each member to attend, and if he cannot attend, the Board will be please to have him forward his views on these questions to the secretary.

There being no further business, the meeting, on Motion, adjourned.

John Ray
Chairman

A. E. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

February 3rd, 1939.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on February 3rd, 1939, in the office of the Librarian, at 1:30 P.M.

Members present:

Mr. Ray
Mrs. Rummel
Miss Taylor
Dr. Wood
Mrs. Weimer
Mrs. Clark

Mr. Ray, the Chairman, presided.

The minutes of the meeting of January 6th, were read, approved and ordered filed.

The Chairman called for the Librarian's report, which report was read, accepted and ordered filed, and the Librarian was directed to publish such parts of it as she might deem desirable.

The Chairman stated that the Garnet Library circulation is to be included in the Librarian's reports.

The Chairman stated that he will refer the matter of additional stops to be made at Gallagher and Livingston by the Bookmobile to the Bookmobile Committee with authority to act.

Mrs. Weimer moved that the Book Committee hold meetings on the first and third Fridays of each month; the meeting on the first Friday to be held immediately after the regular meeting; and the meeting on the third Friday to be held at 1:30 P.M. The motion was seconded and carried.

The Chairman directed the Secretary to send a copy of this motion to each member of the Book Committee.

Dr. Wood moved that the Chairman appoint a committee to call upon the Board of Education to try to get some money to renovate the walls, floors, etc. The motion was seconded and carried.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No.30), and Mrs. Clark moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

The matter of the erection of a tablet by the Woman's Kanawha Literary Club was discussed, and Dr. Wood made the following motion:

> Resolved that the Secretary of this Board communicate with each member of the Board and determine whether that member of the Board is in favor of the Woman's Kanawha Literary Club's erecting a tablet in the Library, and that if a majority of the whole Board is in favor of the erection of such a tablet that a committee composed of Mrs. Rummel, Miss Taylor, Mrs. Clark and Judge Ritz do meet with a Committee of the Woman's Kanawha Literary Club to decide upon the legend to be put on said tablet, the said committee of this Board to have authority to decide what legend shall be placed on the tablet.

The motion was seconded and carried.

Mrs. Clark moved that the Chairman appoint a committee to investigate the proposed lease of the lot back of the Library by two persons for the purpose of erecting a movable restaurant thereon.

The motion was seconded and carried.

There being no further business, the meeting, on motion, adjourned.

A. B. Collins
Secretary

John Ray
Chairman

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

March 3rd, 1939.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on March 3rd, 1939, in the office of the Librarian, at 1:30 P.M.

Members present:

Mr. Ray
Miss Taylor
Miss Staunton
Mr. Dayton
Mrs. Murray
Judge Ritz

The Chairman, Mr. Ray, presided.

The minutes of the meeting of February 3rd, were read, approved and ordered filed.

The Chairman called for the Librarian's report, which report was read, accepted and ordered filed, and the Librarian was directed to publish such parts of it as she might deem desirable.

The Secretary reported that the vote on the erection of a tablet by the Woman's Kanawha Literary Club is as follows:

Those in favor:	Those opposed:
Miss Staunton	Mr. Ray
Mrs. Weimer	Judge Ritz.
Miss Taylor	
Mrs. Clark	
Mrs. Rummel	
Mrs. Murray	
Mr. Dickinson	
Mr. Mathews	
Mr. Flinn	
Mr. Robertson	
Dr. Wood	

Mr. Dayton and Mr. Zogg were absent during the discussions and did not vote.

The Chairman stated that he had talked with a member of the Board of Education who had assured him that there would be in next year's budget enough money for the Library Board to put down the proper floors and do all the painting necessary, and that if it is agreeable to the Board he will not appoint the Committee at this time to call upon the Board, but will wait until next year's budget is made up.

Mr. Dayton moved that the matter be deferred until that time. The motion was seconded and carried.

The Chairman stated that he is in favor of terminating the lease on the lot back of the Library building, moving the cars, and planting the lot in grass.

Mr. Dayton moved, that, in accordance with the President's recommendation, the Board terminate the lease, move the cars, and that the President have authority to beautify the lawn. The motion was seconded and carried.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No. 31), and Mrs. Murray moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

Miss Staunton recommended that the Library have more copies of popular books. Mr. Dayton suggested that the Librarian take charge of the matter of the fiction buying and cut down the aggregate fiction, buying more copies of the popular fiction. He stated he will approve any arrangement for buying whereby more copies of books in demand are placed in the Library.

Mr. Dayton moved that the Librarian be authorized to employ an assistant for two afternoons a week, but, before doing so, to find out from the Board of Education whether anything is necessary to be done by that Board.

There being no further business, the meeting, on motion, adjourned

John W. Kay
Chairman

A. E. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

April 7th, 1939.

The monthly meeting of the Board of Directors of Kanawha County Public Library was held on April 7th, 1939, in the office of the Librarian at 1:30 P.M.

Members present:

Miss Staunton
Mrs. Clark
Mrs. Rummel
Mr. Robertson

A quorum not being present, the meeting, on motion, adjourned.

A. L. Collins _____

Minutes of the Annual Meeting

of the

Board of Directors

of

Kanawha County Public Library,

held May 26th, 1939.

Minutes of the annual meeting of the Board of Directors of Kanawha County Public Library, held May 26th, 1939.

Members present:

Mr. Ray
Mr. Dickinson
Mr. Robertson
Dr. Wood
Miss Taylor
Mrs. Rummel
Miss Staunton
Mrs. Clark
Mr. Flinn

Mr. Ray, the Chairman, presided.

The minutes of the meeting of March 3rd were read, approved and ordered filed.

The Chairman called for the Librarian's report. The librarian read her March report and her annual report, which reports were accepted and ordered filed, and the Librarian was directed to file a copy of the annual report with the minutes of this meeting, and to mail copies to the Board of Education, and to each member of that Board, and to each member of the Library Board, and to give to the papers such portions for publication as she may see fit.

Mrs. Rummel reported that the Committee of the Woman's Kanawha Literary Club appointed in connection with the erection of a

tablet at the Library had given its report to the Club and that said report had been accepted by the Club.

The librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (list of bills No. -), and Dr. Wood moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

Mr. Ray stated that the Library Commission has been dissolved and that the Board of Education has seen fit to turn the management and control of the Library building and grounds over to the Library Board.

Mr. Ray said he would not take any action about the Kanawha Street library lot until the Library Commission suit is settled.

Mr. Ray reported the adoption of the following resolutions by the Board of Education:

"RESOLVED, That the custody, management and control of the Kanawha County Public Library building and grounds be delegated to the Board of Directors of Kanawha County Public Library, with full power and authority to said Board through its officers and committees to lease such parts thereof as may not be needed for library purposes, to fix the rentals therefor and collect the same; to prescribe proper rules and regulations for the use of said building and grounds, and, in general, to do all things in relation to the custody, management, control, occupancy, use, protection, repair and maintenance thereof as may be necessary; and,

RESOLVED, Further, that the Board of Directors of said Kanawha County Public Library be authorized to expend rentals collect by it for books, liquidate the outstanding lien indebtedness thereon, repairs, maintenance, improvements or other proper library purposes; and,

RESOLVED, Further, that the Board of Directors of said Kanawha County Public Library shall cause to be filed with the Board of Education promptly after each annual meeting of the Library Board report of its actions in respect to said building and grounds, includ therein a statement of the rents received and the expenditure thereof

Dr. Wood made the following motion:

RESOLVED, That Article 2 and Article 3 of the By-laws be, and they are hereby amended to read as follows:

Article II.

Meetings

Section 1. The Library Board shall hold an annual meetin on the first Friday in the month of May of each year.

Section 2. The Library Board shall hold regular meetings on the first Friday of each month other than May, or at such othe times as the Library Board may fix therefor.

Section 3. Special meetings may be called by the secreta at the direction of the president, or at the request of six membe and the notices for such special meetings shall state the objects for which they are called.

Section 4. Four members of the Board shall constitute a quorum.

Article III.

Committees.

Section 1. The president shall promptly after each annual meeting appoint a Finance Committee, Book Committee, Building and Grounds Committee, Library Service Committee, Budget Committee, Publicity Committee, and Administration Committee, to serve for one year.

Section 2. The Finance Committee shall consist of three members, of whom two shall be a quorum. It shall supervise all expenditures, examine and approve for payment all bills against the Library Board, other than for books, magazines, maps, etc. It shall have the management and control of such portion of the library building and grounds as are not needed for library purposes and may lease the same at rentals fixed by it. It shall collect said rents and deposit the same in a bank designated by the Library Board and shall expend the same for library purposes in accordance with the directions of the Library Board. The president of the Library Board shall be ex officio chairman of the Committee, and the secretary of the Library Board shall be ex officio treasurer of the Committee.

Section 3. The Book Committee shall consist of six members of whom three shall be a quorum. It shall supervise the purchase of books, magazines, maps, etc. for the library.

Section 4. The Building and Grounds Committee shall consist of three members, of whom two shall be a quorum. It shall have supervision of the buildings and grounds of the library and the maintenance and repairs to same.

Section 5. The Library Service Committee shall consist of six members, of whom three shall be a quorum. It shall have supervision of the extension of library services to the smaller communities of the county by book automobile and other methods.

Section 6. The Budget Committee shall consist of five members, of whom three shall be a quorum. It shall prepare a budget of expenditures to be submitted by the Library Board to the Board of Education not later than the first day of July of each year.

Section 7. The Publicity Committee shall consist of six members of whom three shall be a quorum. It shall have charge of all matters relating to publicity and shall do what is proper to advise the residents of Kanawha County of the services afforded by the library and to promote and extend the use of the library.

Section 8. The Administration Committee shall consist of three members, of whom two shall be a quorum. It shall have supervision over all matters which do not fall under the jurisdiction of the librarian or other standing committees.

The Chairman announced that the foregoing amendments to the By-laws had been duly approved by the Board of Education at a meeting held on May 18th, 1939, and that the same were effective from that date.

On Motion, duly made, seconded and adopted, the secretary was directed to furnish each member of the Board with a set of the By-laws now in effect.

Mr. Flinn moved that the Librarian survey the situation at Crescent Center and report to the next meeting her recommendations as to what is necessary to improve the situation there. The motion was seconded and carried.

The Chairman stated that Mrs. Frankenberger has tendered her resignation as a member of the Board.

Upon Motion of Mr. Flinn, duly seconded, the resignation of Mrs Frankenberger was accepted, and the secretary was directed to forward a copy of said motion to Mrs. Frankenberger.

The Chairman stated that the following vacancies had occurred on the Board and had not been filled: those of Mr. Laidley, Mr. Zogg, who is no longer a resident of the county, and Mrs. Frankenberger.

Mr. Robertson moved that the Chairman appoint a membership committee of three to canvas persons for the vacancies. The motion was seconded and carried.

Mr. Dickinson moved that Mrs. W. E. Clark, Mr. W. B. Mathews and Mr. Arthur Dayton, whose terms expire June 30th, 1939, be re-elected for a term of six years, said terms to expire June 30th, 1945. The motion was seconded and carried.

The Chairman directed the secretary to send a copy of the abov resolution to the Board of Education and ask for confirmation of these names.

The Chairman stated that nominations for the offices of President, Vice-President and Secretary for the ensuing year were in order.

Mr. Robertson moved that Mr. John V. Ray be re-elected to the office of President. The motion was seconded and carried, and Mr. Ray was re-elected to the office of President for the ensuing year.

Miss Taylor moved that Mrs. Walter E. Clark be elected to the office of Vice-President. The motion was seconded and carried, and Mrs Clark was elected to the office of Vice-President for the ensuing year.

Mrs. Clark moved that Miss Collins be re-elected to the office of Secretary. The motion was seconded and carried, and Miss Collins wa re-elected to the office of Secretary for the ensuing year.

There being no further business, the meeting, On Motion, adjourned to meet the first Friday in July.

A. L. Collins
Secretary

John V. Ray
Chairman

Annual Report of the Librarian of
Kanawha County Public Library
Charleston, W.Va.
May 26th,1939.

An increase in the number of books borrowed from all departments marked the past year. In all, 160,225 books were taken out for home use.

At the main library in the adult department, 91,376 were borrowed and 25,925 in the Boys' and Girls' Department, a total at the main library of 117,301, a gain over last year at the main library of 7,467. Crescent Library loaned 5,385, the bookmobile 22,886 and Garnet Branch Library 14,653, making a grand total of 160,225. The book circulation per capita of population was only 1.01.

At the main library in the adult department, 1,652 new members were registered, and in the Boys' and Girls' Department 545; the bookmobile had 252 new members; part time students' cards issued numbered 94, cards issued to transients 31; in all, 2,574 new members applied and received cards. In the adult department there were 358 re-registrations. By removal and death the library lost 63 members.

The number of books borrowed and not returned were in the adult department	119	
In the Boys' and Girls' department	59	
Books worn out in the adult department	183	
Boys' and Girls' department	107	
Total withdrawals		468

In the reference department some unusual books were acquired:

"Defoe's Review", a facsimile reprint of Daniel Defoe's Magazine, an historical rarity.

"The natural history and antiquities of Selborne, in the County of Northampton", by Gilbert White. This is a fine specimen of handbinding by the famous binder Zaehnsdorf. The book was published in 1789.

"Hanotaux's illustrated history of the war of 1914" in 17 volumes. Although written in French it will be valuable for the hundreds of pictures which it contains.

"Boswell's papers" in 19 volumes. A few years ago it became known to Johnson scholars that a large collection of Boswell's papers existed in Malahide Castle in Ireland. The entire collection was acquired by Lieutenant Colonel Ralph Isham, who arranged for the publication of a limited edition of the papers. It is one of these sets (number 487) that the library now owns.

The library possesses many valuable indexes and guides of help in securing information for the patrons. The most used is probably "The Readers' Guide to Periodical Literature", a monumental publication indexing the principal magazines; "The Industrial Arts Index", a guide to technical magazines; "The Subscription Books Bulletin", published quarterly by the American Library Association, an authoritative guide to the value of encyclopedias, dictionaries, and many new reference books; "The Essay Annual" indexes general literature; "The Book Review Digest", which comes monthly, lists new books, gives an outline of the books, and extracts from leading book reviews, indicating by plus or minus signs if opinions are favorable or unfavorable; "The Booklist", a monthly list of new books; Granger's Index to poetry and recitations, the different books of quotations, Hoyt's, Bartlett's and Stevenson's Home Book of Quotations are consulted to supply the missing words in quotations which just escape one at the critical moment. Current and old city directories are constantly consulted and settle many questions of a legal nature.

The new edition of the Americana encyclopedia has been received, and volume 1 of the "Dictionary of American English", Volume 2 is about due from the publisher.

In the circulating department, notably, books on accounting and other technical books have been purchased and many books on gardens and gardening.

The motion picture is a strong ally of the library in that it popularizes many books; when a book is filmed, be it good or just mediocre, immediately there is a demand for it, as at present "Wuthering Heights", an old romance of Emily Bronte, is showing this popularity.

Cataloging department: When we realize that each book requires at least three cards for the files, and that many require twice that number, then we appreciate that the activities in this department are ceaseless, for in the course of the year books are made ready for each department at the main library and for Crescent Library. With the present small staff, it will be advisable to make use of Library of Congress cards more and more, in order to make the books more quickly available to the public.

In the mending department a brave effort is made to keep books cleaned and repaired; new titles are added when the original ones become dim; the numbers showing to which department the books belong are skilfully marked on each classified book by our expert. The finished items in this department numbered 4,569.

Boys' and Girls' Department:

During the summer of 1938 this department conducted its usual summer reading club for boys and girls. This club is open to any child of eleven years and older. Weekly meetings are held at which there are group discussions or special speakers. Of the 41 who signed for the club, 16 received diplomas, and were entertained with a party at the end of the summer.

During the summer a large number of books approved by the State Department of Education were made ready for the shelves. These books make up the required supplementary reading for school children, and are arranged on the library shelves by grade, for the children's convenience.

In November, during Book Week, book lists on various subjects were shown to children and parents and teachers. At Christmas time holiday books were grouped together and the room was appropriately decorated. The library provides books and stories for all holidays celebrated by school children.

The library cooperates with the Scouts in providing books and book lists; and with the teachers throughout the county, and with the teachers and students of juvenile literature courses given by the different colleges.

The Story Hour, which has been allowed to lapse for a few years, was revived this year with the help of a committee from the Children's Theatre. Mrs. Wells and Mrs. Forbes are providing story tellers for the weekly periods on Saturdays at 10:30. The stories are told particularly for children under eleven or twelve years. These story periods have been well and enthusiastically attended.

The Boys' and Girls' Department is open from two until six on school days during the school term. On Saturdays and school holidays, which are not general holidays, it remains open from ten until six. During the summer, the hours will be from ten until four daily, except Sundays.

Extension Service: The bookmobile has ended its 4th year of service to the people of Kanawha County. 252 new members were added this year, making a total of 2,408.

One new stop has been added, this being Corton, five miles above Clendenin. Due to road conditions, one stop, Sissonsville, has been temporarily dropped, but will be taken up again as soon as possible. The bookmobile could take care of several more stops any time requested.

The circulation of the bookmobile from May, 1938, through April, 1939, was 22,886.

Publicity:

The library has followed the general points of Mrs. Murray's survey of mediums of publicity for our institution.

Talks to garden clubs: Miss Quarrier

1. April 10, '39, Burbank Garden Club - Talk on herbs
2. April 11, " Boulevard " " - " " "
3. May 10, " Neighborhood " " Talk on flower arrangement
4. " " " Jefferson Park Garden Club-- - Succession of bloom in the garden
5. " 19, " Burbank Garden Club - Talk on flower arrangement
6. " 22, " Montgomery Garden Club - Judging flower show
7. " 26, " Bouchelle Garden Club - Judging flower show

Posters and displays: Robert F. Simmons.

1. Large display in window of Telephone building, May 29--June 12.
2. Posters displayed on all street cars operating in city and county.
3. Preparation of library floor plan to be used by the English department of Charleston High School in teaching library science.
4. Traveling display will be sent to various parts of city and to towns in the county.
5. Posters are being planned to advertise the story hour and hobby talks for the Boys' and Girls' department.
6. Contact established with the Boy Scouts to promote the use of books by scouts.
7. Plans are now being made to have a display advertising books and library service in the main library June 13-20.
8. Displays of book jackets are arranged every week in the main library calling attention to new and interesting additions to the library.
9. The library is planning to have an exhibit at the 4 H Fair in the fall.
10. Posters are being planned for distribution through schools this fall.

No meeting was called for the month of June, 1939.

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

July 7th, 1939.

The monthly meeting of the Board of Directors of Kanawha County Public Library was held on July 7th, 1939, in the office of the Librarian at 1:30 P.M.

Members present:

Mrs. Rummel
Judge Ritz
Dr. Wood
Mr. Robertson
Mr. Mathews

Owing to the absence of the President and the Vice-President, Judge Ritz moved that Mrs. Rummel take the chair. The motion was seconded and carried, and Mrs. Rummel acted as Chairman of the meeting.

The minutes of the meeting of May 26th, were read, approved and ordered filed.

The Chairman called for the Librarian's report, which report was read, accepted and ordered filed, and the Librarian was directed to publish such parts of it as she might deem desirable.

The Librarian stated that the Library is in need of a reference librarian for the reference room during the hours it is open, and suggested Miss Collins and Mr. Simmons as reference librarians.

The Librarian read her report on Crescent Center Library. She suggested the painting of the room and repair of the plumbing.

The Chairman asked the Librarian to notify Mr. Dickinson, chairman of the Budget Committee, of the Librarian's recommendation of a reference librarian, and her recommendation of a boy to put up the books. The Chairman also asked the Librarian to take up with Mr. Connell, chairman of the Building & Grounds Committee, the matter of the painting of the Crescent Center room and the plumbing, and see whether he can get the owner to do something.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No. 33), and Mr. Dayton moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

There being no further business, the meeting, on motion, adjourned.

A. le. Collins
Secretary

Ruth M. Russell
Chairman pro tem

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

August 4th, 1939.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on August 4th, 1939, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Mr. Flinn
Miss Taylor
Mr. Dayton
Mr. Mathews

Mr. Ray, the Chairman, presided.

The minutes of the meeting of July 7th, were read, approved and ordered filed.

There was no report from the Librarian as she was absent on her vacation.

The Chairman presented the report of the Budget Committee.

Mr. Dayton moved that the budget recommended by the Budget Committee be approved, and that it be forwarded to the Board of Education as the budget for Kanawha County Public Library for the coming year. The said budget is as follows:

Salaries		$18,263.00
Books and supplies		12,500.00
Utility Bills		3,300.00
Repairs and Miscellaneous Expense		1,500.00
Garnet Branch Library		3,650.00
Bookmobile		5,000.00
Repairs to Library Building:		
Floor Coverings	1,250.00	
Painting	1,000.00	
Alterations	1,750.00	
Stacks, racks, cabinets, cases, chairs	3,500.00	7,500.00
Total		51,713.00

Miss Taylor seconded the motion. After a discussion of the matter the resolution was adopted.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (list of bills No. 34), and Mr. Flinn moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

There being no further business, on Motion, the meeting adjourned.

Chairman

A. L. Collins
Secretary

Minutes of a Meeting of the Board of Directors

of

Kanawha County Public Library

held on

September 1st, 1939.

The regular monthly meeting of the Board of Directors of Kanawha County Public Library was held on September 1,1939, at 1:30 P.M. in the office of the Librarian.

Members present:

Mr. Ray
Dr. Wood
Mrs. Rummel
Mr. Flinn
Mr. Dayton

Mr. Ray, the Chairman, presided.

The minutes of the meeting of August 4th, were read, approved and ordered filed.

The Chairman called for the Librarian's report, which report was read, accepted and ordered filed, and the Librarian was directed to publish such parts of it as she might deem desirable.

The Librarian submitted the bills which had been approved by the Book Committee and the Finance Committee (List of Bills No.), and Mr. Flinn moved that the bills be approved by the Library Board and that the Librarian transmit them to the Board of Education for approval and payment. The motion was seconded and carried.

The Librarian stated that the bookmobile librarian had been requested to stop at Sattes, below Dunbar. The Chairman directed that this matter be referred to Mr. Robertson, Chairman of the Library Service Committee.

The Chairman stated that the Board of Education had appropriated the money for repairs, but that he was not prepared at the moment to go into this matter in detail and suggested that this meeting be adjourned to meet one week from this day at the same time and place for that purpose.

On motion of Mr. Flinn, duly made and seconded, the meeting was adjourned to meet Friday, September 8th, at 1:30 P.M. in the office of the Librarian.

A. L. Collins
Secretary

John Kay
Chairman

Minutes of an Adjourned Meeting of the
Board of Directors of Kanawha County Public Library
held on September 8th, 1939.

An adjourned meeting of the Board of Directors of Kanawha County Public Library was held on Friday, September 8th, 1939, at 1:30 P.M. in the office of the Librarian. The meeting was called to order by Mr. Ray, the Chairman, and Mrs. Irvin Murray was elected temporary secretary.

The members present were:

Mr. Ray
Mr. Flinn
Mr. Dayton
Mr. Connell
Mr. Dickinson
Mrs. Rummel
Miss Staunton
Miss Taylor
Mrs. Clark
Mrs. Murray

The Chairman presented to the meeting the application of Charles Edward Butler for the position of librarian of Kanawha County Public Library.

After reporting on a personal interview which he had recently had with Mr. Butler in Cincinnati, the Chairman submitted a statement issued by the American Library Association covering Mr. Butler's education, training and experience, and including confidential comments from references.

The Chairman stated to the meeting that he had come to the conclusion that Kanawha County Public Library had now reached the point in its development and growth that a formally trained librarian was needed at the head of the staff, if it were to render in the future the service to the citizens of Kanawha County which was to be expected from it.

After the Chairman's remarks a lengthy discussion ensued. Without exception, all of the members of the Board present at the meeting expressed their appreciation of the long and faithful service rendered the Kanawha County Public Library and its predecessor, the Charleston Public Library, by Mrs. von Schlechtendal, who has held the post of librarian for more than thirty years. It was the sense of the meeting, however, that Kanawha County Public Library would render better service if its staff included a greater number of persons with technical library training, and that the proper way to improve the staff in this direction was to appoint a younger person with the best and most modern library training to be head librarian.

In the course of his remarks on the question, Mr. Dayton moved the adoption of the following resolution:

> RESOLVED, That Mr. Charles E. Butler, of Denver, Colorado, be elected librarian of Kanawha County Public Library, to take effect October 1st, or as soon thereafter as Mr. Butler can make the necessary arrangements to come to Charleston and assume his duties as such; and,
>
> RESOLVED, FURTHER, That Mrs. B. von Schlechtendal be elected reference librarian of Kanawha County Public Library at a salary of $125.00 per month, to take effect when Mr. Butler assumes his duties as librarian, and that she be paid an additional sum of $50.00 per month for the first six months of her service as reference librarian; and,

RESOLVED, FURTHER, That the Chairman of the Board do appoint a committee to prepare a suitable resolution to be spread upon the minutes of this Board in appreciation of the long and faithful service of Mrs. von Schlechtendal to this library.

The motion was duly seconded by Mrs. Rummel, and, after a full discussion, a vote was taken and the resolution was duly adopted.

Thereupon, the Chairman appointed Miss Sue Staunton to be chairman of the special committee mentioned in the said resolution, and Mrs. Rummel, Mr. Connell and Mrs. Clark to be members thereof.

The Chairman called to the attention of the meeting that the Kanawha County Board of Education had approved that portion of the library budget for 1939-40, which covered certain repairs to the library building and certain additions to the library equipment, and stated that there was $7500.00 available for repairing the floors in the western wing on the first, or main library, floor; for painting the walls and ceilings of all the rooms on that floor; for cutting archways between the reference library and the stack room in the eastern wing of the building; for cutting archways between the two small rooms at the northwest corner of the building and the large room in the west wing of the building; and for purchasing book cases, book stacks, magazine racks, chairs, cabinets and other needed equipment.

Mr. Flinn moved that the Chairman and the Buildings and Grounds Committee be authorized and directed to proceed with the said repairs, alterations and purchase of equipment. The motion was seconded by Miss Staunton, and, a vote being taken, was duly adopted.

On Motion, the meeting adjourned.

Virginia Hoff Munn
Temporary Secretary

John Ray
Chairman